

REQUIREMENTS FOR LONG PLAT SUBDIVISION

- Proposed long plat subdivisions require a completed application and map (see Attachment A) with minimum required fees and variable fees (with documentation or applications) as are applicable.
- Application requires completion of a ***Planning review***.
- Application requires ***Environmental Health Department Plat Review Assessment*** fees for land use and water program reviews
- Application requires a ***soils evaluation*** for each lot in the proposed subdivision or verification of ***public sewer*** availability for each lot.
- Application requires ***Public Works Department Plat Review Assessment*** fees for proposal and final map reviews
- Subdivisions proposing development of a **new public water system** require additional Environmental Health Department reviews, approvals and fees. Subdivisions proposing connecting to an **existing public water system** require a ***Water Availability Notification*** signed by the water system purveyor for each lot.
- ***NOTICE: Consideration of special tax programs is NOT part of the permitting or development review process and may involve considerable additional expense to property owners.*** If your parcel is in a special tax program such as Open Space Farm and Agricultural Land, Open Space Timber or Designated Forest Land, you must personally advise the Assessor's Office of any change in use of the land. It is recommended you contact the Assessor's Office (360-740-1392) for additional information prior to beginning the application process.

MINIMUM BASE FEE (\$6,345.00)

Note: Additional application and review fees will be required for final approval of plat.

Base Fees Includes:

Preliminary site inspection fee	\$ 350.00
Application Fee	4,000.00
Planning review	90.00
Environmental Health Department Reviews	400.00
(\$200.00 water program / \$200.00 land use)	
Public Works Department Reviews	300.00
SEPA Checklist Review (over 3 hours then \$100.00 per hour)	605.00 (1st 3 hrs)
(\$355.00 checklist plus \$250.00 public notice)	
Hearing Examiner Fee	600.00

VARIABLE FEES

Soil Evaluation or	180.00 per lot
Sewage Permit Application	300.00 per lot
(Design review fee of \$170.00 each application may apply)	
Well Site Approval (public water)	360.00
Water System Review (over 6 hours then \$100.00 per hour)	600.00 (1st 6 hrs)
Water Availability Notification	80.00 per lot

Additional reviews and fees may be required for road approach permits, storm-water review, easement of necessity, etc. This determination will be made during the initial Public Works Department Plat Review and the applicant will be notified. Inquiries on these reviews should be addressed to the Lewis County Public Works Department.

LEWIS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

2025 NE Kresky Avenue
Chehalis, WA 98532-2626

(360) 740-1146
FAX: (360) 740-1245

APPLICATION FOR PRELIMINARY LONG PLAT APPROVAL

Request for Pre-Application site inspection must be submitted prior to preliminary Long Plat approval application. Submittal fee, \$350 and a Planning Review fee, \$90.

Application for Preliminary Long Plat approval, base fee \$4000, plus, SEPA checklist with fee of **\$605**, (includes legal publication fee-regular and SEPA review time up to 3 hours, over 3 hours then \$100 per hour), Hearings Examiner fee (no publication fee) **\$600**, EH review fees of **\$400**, PW's review fees of **\$300**, soil evaluations **\$180 per lot**, public water availability notification **\$80 per lot**. Once Planning reviews this application other permit submittals and fees may be required. Additional fees may include but are not limited to permits for Environmental Health for septic and/or water and Public Works for storm-water and/or roads.
Long Plat subdivision final approval fee, \$1600, EH review fees \$400, PW's review fees \$500. Additional fees may apply.

PLEASE TYPE ALL ANSWERS:

1. APPLICANT:

Name _____

Address _____

Telephone Home (_____) _____ Work (_____) _____

E-Mail _____

2. PROPERTY OWNER OF RECORD (If Other Than Applicant):

Name _____

Address _____

Telephone Home (_____) _____ Work (_____) _____

E-Mail _____

3. SURVEYOR OR ENGINEER:

Name _____

Address _____

Telephone Home (_____) _____ Work (_____) _____

E-Mail _____

4. PROPERTY LOCATION

_____ 1/4 _____ 1/4, Section _____, Township _____ North, Range _____, WM

5. LOT INFORMATION

Total Number of Lots _____

Average Size of Lots _____

Smallest Lot Size _____

6. TAX PARCEL NUMBER(S):

7. METHOD OF SEWAGE DISPOSAL:

☐ Individual Septic Tank & Drainfield on each lot

☐ Sanitary sewer service for each lot

Name of Sewer Utility: _____

☐ Other (Please Specify): _____

8. METHOD OF DOMESTIC WATER SUPPLY:

☐ Individual wells on each lot _____

☐ Community well or wells

Please describe the proposed Water System in detail:

☐ Connection to an existing Public Water System

Please Identify: _____

9. FIRE PROTECTION DISTRICT

10. SCHOOL DISTRICT

11. TELEPHONE COMPANY

12. ELECTRICAL POWER UTILITY

13. IS ANY VARIANCE FROM THE SUBDIVISION ORDINANCE BEING REQUESTED?

☐ Yes ☐ No

IF YES, PLEASE DESCRIBE THE VARIATION REQUESTED:

14. DESCRIBE HOW PUBLIC WATER SYSTEMS AND SEWER SYSTEMS WILL BE OWNED AND MAINTAINED:

15. ROADS WITHIN THE SUBDIVISION WILL BE:

☐ Dedicated to Lewis County ☐ Private

16. HOW WILL ANY OTHER DEDICATED OR RESERVED LAND OR FACILITIES BE OWNED OR MAINTAINED?

17. PRELIMINARY PLAT MAP FORMAT REQUIREMENTS:

One (1) mylar copy or sixteen (16) print copies of the preliminary plat map must be submitted and contain the following information:

- Name of the Subdivider.
- Name of Land Surveyor / Engineer.
- Boundary lines of the proposed subdivision.
- Total acreage of the proposed subdivision.
- Any monuments and markers of record.
- Boundaries of all blocks and lots together with numbers to be assigned to each lot and block. Parcels to be dedicated to the public shall be shown by letter designation.
- The total number of lots.
- The smallest, largest, and average lot sizes.
- The location, width, and names of all existing or proposed streets, alleys, or easements within the tract or adjacent thereto and indication as to whether the roads will be public or private.
- The location and size, where known, of all existing structures, water courses, overhead and underground utilities, railroad lines, municipal boundaries, section lines, township lines, and other important existing features within the proposed development.
- Contours of sufficient interval to show the general topography of the proposed subdivision.

- The approximate profile of all streets.
- The location of all land intended to be dedicated or temporarily reserved for public use or to be reserved in the deeds for the common use of the property owners within the proposed subdivision with the purpose, conditions or limitations of such reservations clearly indicated. The ownership of all such tracts shall also be indicated.
- The date, north arrow, proposed methods of sewage disposal and the proposed source and method of domestic water supply.
- The probable boundaries of any portion or portions of the plat for which successive or separate final plats are to be filed.
- The eventual use of each lot shall be identified (i.e., single-family residential, multi-family residential, commercial, industrial, etc.).
- The names and addresses of land owners within the boundaries of the proposed plat besides the subdivider.

STATE OF WASHINGTON)
COUNTY OF _____) ss.:

I, _____, hereby depose and say that all the above statements and statements contained in the papers submitted herewith are true.

Signature

Mailing Address

Subscribed and sworn before me the _____ day of _____, 19____.

Signature

Residing at _____

My Commission Expires _____

PERMISSION TO ENTER

Date

Lewis County Community Development Department
Lewis County Health & Social Services (Environmental Health)
2025 NE Kresky Avenue
Chehalis, WA 98532

I understand that County regulations require owner permission for County personnel to enter private property to conduct permit processing, review and inspections. I also understand that my failure to grant permission to enter, or an inability to contact me for prior notification of the time and date of inspection entries, may result in denial or withdrawal of a permit or approval.

Applications have been submitted for the following services:

1) _____; 2) _____; 3) _____;
(Enter Type of Permit – i.e., building, septic, etc., - include all that apply)

which may require on-site permit processing, review and inspection by employees of the Community Development Department, Lewis County Environmental Services or Public Works for the property at:

_____; and _____;
(site address/location) (tax parcel number)

By my signature below, permission is granted for representative(s) of the Community Development and Public Health Departments (Planning, Environmental, and Building sections) to enter and remain on and about the property for the sole purpose of processing such permits and performing required inspections and/or reviews.

By my signature below, I certify that I am either the current legal owner of this property or their authorized representative. With this document I take full responsibility for the lawful action that this document allows.

Prior notification of the date of inspection(s) will take place is:

☐ Not required

☐ Required: - () _____ - _____
(Must provide phone number where applicant/representative can be reached)

Name as listed on Application
(Please Print)

Signature

Mailing Address of Signatory (Street / P.O. Box)

Name of individual signing this document
(☐ Property Owner or ☐ Authorized Agent)
(Please Print)

City, State, Zip

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT
ADEQUATE FACILITIES REQUIREMENTS- SCHOOLS**

Date: _____

School District: _____

To Whom It May Concern:

We are requesting a land use permit for _____

located at _____

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- ☐ Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- ☐ No, we do not have the capacity to serve the proposed development

Signed: _____ Date: _____

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT
ADEQUATE FACILITIES REQUIREMENTS- FIRE**

Date: _____

Fire District: _____

Dear Commissioner or Fire Chief;

We are requesting a land use permit for _____

located at _____

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- ☐ Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- ☐ No, we do not have the capacity to serve the proposed development

Signed: _____ Date: _____

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT
ADEQUATE FACILITIES REQUIREMENTS- POLICE**

Date: _____

Police Department: _____

Dear Sheriff or Police Chief;

We are requesting a land use permit for _____

located at _____

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- ☐ Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- ☐ No, we do not have the capacity to serve the proposed development

Signed: _____ Date: _____

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT
ADEQUATE FACILITIES REQUIREMENTS- REFUSE DISPOSAL**

Date: _____

Disposal Company: _____

To Whom It May Concern:

We are requesting a land use permit for _____

located at _____

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- ☐ Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- ☐ No, we do not have the capacity to serve the proposed development

Signed: _____ Date: _____